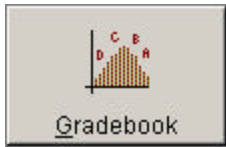


## SIS Grade Reporting Data Flow

Grade data is housed in three different locations in the SIS Database.



### Gradebook Data

Scores are entered by the teacher. A current grade is automatically calculated by the gradebook based on gradebook preferences determined by the teacher.

Example:

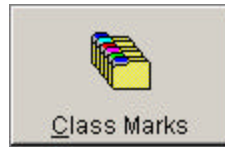
Subject: English 9

Student	Percent	Grade
Johnny Jones	94.9	A-

The teacher can choose to post the grades to the Report Card Data using the “Post Marks” option.

**Note:** The posting term is predetermined by an administrator.

The teacher can generate a variety of individual or class reports from the Gradebook.



Class Marks



Student Marks

### Report Card Data

All official school Midterm Reports and Report Cards are generated from the Report Card Data.

Teachers/Registrars/Secretaries can choose to manually enter grades into the Report Card Data via the Class Marks or Student Marks modules.

Example:

Class: English 9 Term 1

Student	Grade
Johnny Jones	A-
Jenny Morecool	B+

In the Report Card Data, the teacher has audit capabilities. A grade may be posted from gradebook as an A- but the teacher can adjust the grade.

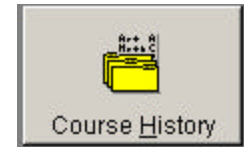
**Note:** If the teacher adjusts the grade the change is not reflected in the gradebook.

Once the Report Card Data is posted to the transcript the grades appear in a **red** font and are no longer editable by the teacher.

Example:

Class: English 9 Term 1

Student	Grade
Johnny Jones	<b>A</b>
Jenny Morecool	<b>B</b>



Course History

### Transcript Data

Report Card Data is posted to the Transcript using the “Post to Hist” process.

Example:

Student	Class	Grade
Johnny Jones	English 9	A-
Jenny Morecool	English 9	B+

The transcript report first gets all Transcript Data, and then checks for any Report Card Data that has not been posted to the Transcript. This ensures that the Transcript is complete regardless of posting status.

**Note:** Until years end, a link is maintained between the Transcript Data and the Report Card Data. If a B+ is posted, as in the example above, and then changed to a B in the Transcript Data, the change is synchronized back to the linked Report Card Data. This guarantees that grade changes are reflected on the Report Cards.

Example:

Student	Class	Grade
Jenny Morecool	English 9	<b>B</b>

Internet access to Real Time Gradebook Data is achieved by clicking on the following link on SIS Web Pages.

[Grades](#) • [Current Term Summary](#)

**Note:** No posting is required by the teacher for this information to be available online.

Access Report Card Data over the Internet by using the following link.

[Grades](#) • [Term Progress and Final Report](#)

Access to Transcripts over the Internet is currently **not** available but will be available in the future.